



**Department of Corrections**  
**ADMINISTRATIVE BULLETIN**

**Subject: VISITORS FAILING TO  
CLEAR  
METAL DETECTOR DUE TO A  
MEDICAL  
IMPLANT, PROSTHETIC DEVICE,  
WHEELCHAIR OR ASSISTIVE  
DEVICE  
FOR THE MOBILITY IMPAIRED**

**Number:**

**98/02**

**Date Issued:**

**February 11, 1998**

**Cancelled Effective:**

The purpose of this Administrative Bulletin (AB) is to announce a change of policy relating to visitors who fail to clear the metal detector due to a medical implant, prosthetic device, wheelchair, or other assistive device(s). Assistive devices include, but are not limited to: crutches, canes, walkers, braces, and battery powered or custom designed wheelchair(s).

Effective immediately, visitors with medically implanted or prosthetic devices who cannot clear the metal detector shall be required to present a letter signed by their physician, physiatrist, prosthetist, or orthotist, including their California Medical License number (if applicable), detailing the nature of the medically implanted or prosthetic device and its specific location in/on the body. The letter of verification must be updated annually to coincide with the annual requirement for updating visitor information. A visual inspection of the prosthetic device, to the extent possible without the removal of clothing, and a hand held metal detector shall be utilized in order to process the visitor. The hand held metal detector shall be utilized to process visitors with medical implants.

Visitors who require the use of a wheelchair or other assistive device(s) for mobility impairment(s) shall be required to present a letter signed by their physician, physiatrist, prosthetist, or orthotist, including their California Medical License number (if applicable), detailing the specific type of mobility impairment and verifying the need for a wheelchair or mobility assistive device. The letter of verification must be updated annually to coincide with the annual requirement for updating visitor information. In order to process the visitor who requires the use of a wheelchair, he/she will be asked to temporarily transfer from his/her personal wheelchair to a designated institution wheelchair while visiting staff conduct an inspection of the visitor's wheelchair. The visitor may request the assistance of accompanying family members or friends to facilitate the wheelchair transfer. Institutional staff are not authorized to assist the visitor with transfer to his/her personal or institution wheelchair.

A hand held metal detector shall be used to process the visitor before he/she transfers from the designated wheelchair to his/her personal wheelchair.

Visitors who present letters signed by their physician, etc., which detail a specific type of mobility impairment and verify the need for using battery powered wheelchairs or custom designed wheelchairs shall be exempt from the process of transferring from their personal



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- 2 -

wheelchair. The visiting staff will conduct a visual inspection of the personal wheelchair, and a hand held metal detector shall be used to process the visitor.

If the visitor provides no such written verification and refuses to temporarily transfer from their personal wheelchair to a designated wheelchair with the assistance of family or accompanying friends, the visit shall be denied by the appropriate custody staff.

If reasonable suspicion exists to believe that a visitor is attempting to smuggle unauthorized items or substances into or out of the institution and the visitor has a medical implant, prosthetic device, uses a wheelchair or assistive mobility device(s), search procedures shall be followed in accordance with California Code of Regulations, Title 15, Division 3, Section 3177. A licensed physician, nurse, or medical technical assistant of the same gender shall be present to document and assist with an unclothed body search as needed.

Please inform all persons concerned with the contents of this AB which shall remain in effect until incorporated into DOM Section 54020. Any inquires concerning this AB should be directed to Rick Johnson, Correctional Counselor II, Institution Standards and Operations Section (ISOS), at (916) 324-1227 or Keva McNeill, Correctional Counselor II, ISOS, at (916) 322-6035.

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